

The MUNICIPAL SERVICES COMMITTEE (GENERAL GOVERNANCE/FINANCE/PP&P/ HUMAN RESOURCES) held a Special Meeting at the Municipal Office in Chantry on **Monday, September 18, 2017** to review 2017 Financials and begin preliminary discussion of the 2018 Budget.

Mayor Holman called the Meeting to order at 2:00 p.m.

Roll Call was taken and the following Members of Council were in attendance: Mayor Ron Holman, Councillors Jeff Banks, Rob Dunfield, Claire Gunnewiek, Arie Hoogenboom, Bob Lavoie, Cathy Livingston and Ron Pollard.

Deputy Mayor Carr and Councillor Monck were absent with prior notice.

Also in attendance were Michael Dwyer, CAO; Mary Ellen Truelove, Clerk; Cindy Laprade, Treasurer; Michelle Jones, Manager of Facilities and Environmental Services; Michael Otis, Manager of Development Services; Dan Chant, Roads Coordinator and Sue Dunfield, Manager of Community & Leisure Services.

Members of the public and press in attendance as attached hereto.

Mayor Holman asked if there were any emergency additions to the agenda and none were heard.

Moved By: Councillor Banks
Seconded By: Councillor Dunfield

To pass a Resolution that;

The agenda be approved and adopted as presented.

Carried:

Mayor Holman asked if any Committee Member had a direct or indirect Pecuniary Interest in regard to any Agenda Item, and if so, the Nature of that Interest and none were noted.

FINANCE:

Cindy Laprade, Treasurer, provided Committee with verbal and written Reports regarding the following:

- Long Term Financial Sustainability
- 2017 Budget/Forecast Report @ August 31, 2017

Long Term Financial Sustainability:

RECOMMENDATION #150-2017

Moved By: Councillor Livingston
Seconded By: Councillor Lavoie

To pass a Resolution that;

The Municipal Services Committee (GG) Recommends that Council acknowledge the verbal and written Report as provided by Cynthia Laprade, Treasurer, regarding Long Term Financial Sustainability;

AND FURTHER Recommends that Council approve the proposed approach, including scope and timing, for the development of a Long Term Financial Sustainability Plan, including the following components:

1. Development of a Long Range Financial Plan for both Operating and Capital;
2. Revision of the current Asset Management Plan (AMP);
3. Development of an Asset Improvement & Major Service Enhancement Plan;
4. Development and Budget & Financial Controls Policy;
5. Development of a Reserve and Reserve Fund Policy;
6. Development of a Debt Management Policy;
7. Development of Financial Training Plan for Councillors.

Carried:

2017 Budget/Forecast Report @ August 31, 2017:

RECOMMENDATION #151-2017

Moved By: Councillor Lavoie
Seconded By: Councillor Livingston

To pass a Resolution that;

The Municipal Services Committee (GG) Recommends that Council acknowledge the verbal and written Report as provided by Cynthia Laprade, Treasurer, regarding the 2017 Budget/Forecast Report as of August 31, 2017;

AND FURTHER Recommends that Council incorporate the following suggested budget balancing options:

- Funding Environmental Service other income shortfall from the 2016 surplus;
- Fund 2017 capital overage from the 2017 special capital levy;
- Expenditure freeze on conference, seminar and training;
- Defer all non-health and safety building maintenance – across all buildings.

Carried:

Community Grants Presentation Date:

Mary Ellen Truelove, Clerk, advised Committee of the Community Grants process and suggested that November 20th be set aside for a Special Municipal Services Committee Meeting for Community Groups to make presentations to Committee.

Committee set a date of November 20th at 2:00 p.m. to hear presentations by Community Groups who have submitted a Grant application.

Mayor Holman asked the Press if they had any questions and questions were asked and answered.

No members of the Public were present at this time.

CLOSE MEETING

Moved By: Councillor Livingston

Seconded By: Councillor Gunnewiek

To pass a Resolution that;

The Municipal Services Committee closes Meeting at 3:48 p.m. to discuss matters as per Section 239(2) (b) of the Municipal Act.

Carried:

Moved By: Councillor Dunfield

Seconded By: Councillor Banks

To pass a Resolution that;

The Municipal Services Committee opens Meeting at 3:57 p.m.

Carried:

RECOMMENDATION #152-2017

Moved By: Councillor Pollard

Seconded By: Councillor Banks

To pass a Resolution that;

The Municipal Services Committee provided direction to Staff and authorizes Staff to follow through on matters as discussed in closed session as per Section 239(2) of the Municipal Act.

Carried:

RECOMMENDATION #153-2017

Moved By: Councillor Hoogenboom

Seconded By: Councillor Lavoie

To pass a Resolution that;

The Municipal Services Committee Recommends that Council confirm the Proceedings of the Special Municipal Services Committee Meeting held Monday, September 18, 2017.

Carried:

Moved By: Councillor Hoogenboom
Seconded By: Councillor Livingston

To pass a Resolution that;

This Meeting do now adjourn at 4:00 p.m.

Carried:

Ronald E. Holman
Mayor

Mary Ellen Truelove
Clerk